

Goal 4 PA, WL & Enrollment Subgroup Meeting: September 29, 2008 Chair: Cheri Stierer

Present: Kristin Burhop, Dawn Traver, Allison Meyer, Karen Blackwell, Lynn Burrill, Steve Stewart, Michelle Johnson, Lara Lafin, Cynthia Smith.

Objective/Topic	Strategies	Discussion/Comments	Next Steps
Transform the Office of Mental Retardation Information Technology by designing and developing a web-based application to improve and streamline MR Waiver services for individuals and their families	Review work since last meeting with IT project manager (Karen Blackwell): General specs overview. Completed more detail requirements in the categories. In scope, out of scope, stakeholders, pre=conditions/constraints, actors, sorting,		
	Further defined slot management business rules.	Started to review Pre-authorization process and developed business rules. This is going to be the most involved section and will require several meetings to complete. This may take a couple more meetings to complete because of the complexity.	
		Discussed and reviewed data elements on all the forms for the Waivers. Service plan examples will not be put into the system as they should be changing next year.	Karen will contact DSS to find out more about transferring information on eligibility between localities and CSBs
Next Work Group Mtg – October 14th 10:30 at Henrico - Cancelled October 23rd, 2008 DMHSAS 13 from 10:00-3:00 November 6 th , DMAS 7 th floor 10:00-Noon			
Agenda: Review of sub group progress and continue to describe business rules.			